Memorandum of Understanding
2026-2027
Paris Junior College
Dual Credit

In accordance with regulations of the Texas Higher Education Coordinating Board, Paris Junior College offers regular college credit courses for dual credit at the high school and college campus locations. If the respective ISD approves these college courses for dual credit, high school students meeting admission requirements may enroll in these courses and may receive college and high school credit simultaneously.

In order to ensure the quality of dual credit courses and to facilitate communications and understanding between respective ISD and Paris Junior College, the following provisions are agreed to by Paris Junior College and the respective ISD where dual credit courses are offered.

The dual credit program will assist high school students in the successful transition to and acceleration through postsecondary education. High School students are eligible for academic university transfer courses who have documented placement. Students involved must fulfill the admissions requirements of Paris Junior College students, especially the testing and placement guidelines (TSIA2, STAAR, ACT, SAT or other alternative test scores) as approved by the Texas Higher Education Coordinating Board. High school, non-degree seeking students and students enrolled in Level I certificates are not required to meet TSI requirements. For minimum placement scores on each of these tests, go to: https://www.parisjc.edu/testing/tsia.php

As authorized by Texas Education Code, Section 130.008 and approved by the College Board of Regents (March, 2025), eligible students may register for dual credit courses per semester at a reduced tuition and fee rate of $25 per semester credit hour for in-district students or $30 per semester credit hour for out-of-district students. In order to be enrolled and receive college credit, students enrolling in dual credit courses must pay the required tuition by the appropriate date prior to the census date.

Students on free and reduced lunch may participate in the Financial Aid for Swift Transfer (FAST) program. Free and reduced lunch students, after verification by the school district as being on the Texas Education Agency free and reduced lunch listing in one of the most recent four years, including the current year, will not be charged tuition. A student enrolled through FAST cannot be required to pay any costs related to the course. The School District is responsible for providing textbooks for FAST students and pay the College for any instructional supplies or materials attached to a course. The School District must provide certification of students qualifying for the FAST program prior to the first-class day.

All dual credit students must have a degree plan on file as stated under TEC Title 19, Part 1, Chapter 4, Subchapter T, Rule 4.344. A student enrolled in dual credit courses at an institution of higher education shall file a degree plan with the institution not later than:

(1) the end of the second regular semester or term immediately following the semester or term in which the student earned a cumulative total of 15 or more semester credit hours of course credit for dual credit courses successfully completed by the student at that institution; or

(2) if the student begins the student's first semester or term at the institution with 15 or more semester credit hours of course credit for dual credit courses successfully completed by the student, the end of the student's second regular semester or term at the institution.

Dual credit students may take the following types of courses for college credit:
(a) Any course within the core curriculum of Paris Junior College;
(b) A course in a field of study curriculum under TEC 61.823 or program of study under TEC 61.8235;
(c) Career and technical education courses that apply to a certificate or associate degree offered by Paris Junior College;
(d) Foreign language courses;
(e) Courses taken by students enrolled in an approved Early College High School program.

School District students will have access to services provided by the College. High School students may receive a college student identification card.

A class minimum of fifteen students is necessary to constitute a class. Some classes will be allowed with fewer than fifteen students upon agreement between the school district and Paris Jr. College. Instructors teaching academic transfer courses must have completed at least 18 graduate hours in the teaching discipline and hold at least a master's degree, or hold the minimum of the master's degree with a major in the teaching discipline (preferably the course prefixes on a transcript would be the same as the teaching field). Instructors teaching workforce/career and technical courses must meet the qualifications required by the Southern Association of Colleges and Schools. A College Vice President will verify the credentials of a high school teacher prior to employment as a dual credit instructor.

A Vice President would be the college official of initial contact regarding instructional content. The College is responsible for involving full-time faculty in the process of selecting and implementing College courses. This includes ensuring that course learning outcomes, general education competencies and course standards are understood, and that the same standards of expectation and assessment are applied where College courses are offered. The College will designate staff to monitor the quality of instruction in order to assure compliance with the College requirements and standards established by the State, applicable Accrediting Body, the College, and the School District. Provision of dual credit will be in accordance with the provisions of Texas Administrative Code, Title 19 "Education," Pt. 1, Chapter 4, Subchapter D. Instructors must have a syllabus on file in the Vice President's office which incorporates student learning outcomes and intellectual competencies conforming to the official PJC syllabus checklist. (The public school TEKS - Texas Essential Knowledge and Skills - must be taken into consideration as equivalent or covered in context.) High school faculty teaching dual credit courses must attend training provided by Paris Junior College and will be evaluated by college personnel as per college policy.

When synchronous internet streamed classes are delivered to the ISDs for dual credit, the high school will be responsible for providing a local proctor to oversee the class.

The awarding of high school credit for graduation is at the discretion and approval of the Independent School District Board.

Prospective instructors must fill out the appropriate papers with the Paris Junior College Human Resources Office for employment and are considered regular part-time/adjunct instructors of the college. Instructors must also fulfill all record keeping obligations per published deadlines. All

instructors must be documented Paris Junior College Instructors of Record, and will be compensated by Paris Junior College per the college pay schedule ($2,250 per 3 semester credit hour course and $3,000 per 4 semester credit hour course unless other arrangements have been made with the school district).

Paris Junior College is a fully accredited institution and basic academic, general education courses are readily transferable to other public institutions of higher education in Texas. However, since each college has its own policy regarding the transferability of courses, each student is strongly advised to check with the college he or she plans to attend after high school, if other than Paris Junior College, to determine the transferability of Paris Junior College courses.

Paris Junior College courses offered as dual credit, regardless of where they are taught, follow the same college calendar, syllabus requirements, course outline, grading procedure, and other instructional and evaluative policies and procedures. Letter grades are given in accordance with policies printed in the college catalog. College courses being taught at the high school must meet the required number of contact hours each semester. Numerical grades are also provided for those students identified as dual credit students. ISD employees and parents shall not influence the grading policies, grading procedures, or other instructional policies of Paris Junior College faculty who teach college courses as dual credit. High school students taking Paris Junior College courses for dual credit, even during the daytime in their own school, will be treated as college students. It is expected that high school students taking Paris Junior College courses as dual credit will behave as college students. A collegiate classroom environment is expected. The level of maturity of the high school student should be one of the bases for approval by the high school official.

Regarding critical incident guidelines, policies and response protocols:
High school students participating in classes, programs, activities, or events on the Paris Junior College campus will fall under the critical incident guidelines, policies, and response protocols of PJC while on PJC property. Likewise, PJC faculty, staff, and students who are physically present on a partner high school campus during official instructional activities will adhere to the critical incident procedures of the host high school.

Paris Junior College courses offered at a high school location are open to all high school students eligible to take courses through Paris Junior College.

Paris Junior College will provide informational sessions for students and parents on dual credit opportunities, benefits and cost at a time coordinated with the school district.

All dual credit students will receive academic and college readiness advising with access to student support services to bridge them successfully into college course completion.

Paris Junior College will host an annual meeting for high school counselors to be oriented to dual credit.

School District and Paris Junior College will partner on a dual credit marketing campaign.

All signatories to the Memorandum of Understanding will be responsible for complying with applicable Federal, state and local laws, rules, and mandatory policies and guidelines.

More important than the above listed provisions is the spirit of cooperation between the respective ISD and Paris Junior College. Both parties' endeavor to provide a positive collegiate-

level experience for those high school students with the maturity and academic preparation to be successful in college-level courses.

This Memorandum of Understanding will cover the entire 12- month 2026-2027 school year and will be evaluated at the end of each school year.

Superintendent

LONE OAK
Independent School District

7/5/26
Date

Dr. Stephen Benson, President
Paris Junior College

7/9/26
Date